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1-10-2013

Awards Committee Meeting : 2013 : 01 : 10

Awards Committee

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USFSP Award Committee Meeting

January 10, 2013

Present: Todd Shank, Alejandro Brice, Christina Salnaitis, Deb Henry

Minutes from November 29, 2012 meeting were approved.

Discussed time frame & deadline for judging this year's awards.

Status of rubrics for Chancellor's awards:

- Discussed latest editions on the teaching, service, and non-teaching award rubrics
- Number of evaluation criteria will range between 3-5, no more than 5 categories
- Committee agreed on numerical scores and the label for each: Satisfactory (1), Strong (2), Outstanding (3); these terms used in annual review and promotion guidelines
- Committee will continue to tweak rubrics; Deb mentioned that she will contact Norine and Cyndie Collins for clarification and input from them as to who is eligible for the non-teaching award
- During the application review process, members should evaluate the applicability of the rubrics (testing phase)

Action: Members may continue to work on rubrics and save the latest versions in Dropbox.

Action: Members should begin reviewing the service and non-teaching award applications that are already available on the Q drive (USFSP). Teaching applications will be added the beginning of February. Reviews of all applications must be completed prior to the next meeting.

Next meeting: February 14, 2013 at 10:30 (probably PNM).

Meeting adjourned at 12:02 pm.

Respectfully submitted:

Deborah Henry